



Project Manager

Civil Construction Experience Required

CONTACT

TWINCON ENTERPRISES LTD.

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START DATE: To be determined

SALARY: 85,000-120,000 annually, negotiable depending on experience

BENEFITS: Extended health care, Dental care, Vision care
Life & Disability insurance
Employee assistance program
Casual dress and company events

ABOUT TWINCON

TWINCON ENTERPRISES LTD. is committed to providing an exceptional place of work for our employees. We believe that you should enjoy where you work and feel as though you have purpose and direction. We offer a full benefits package and encourage the growth and development of our staff. We are looking for an experienced individual to join our team as **Project Manager**. This position is an exciting opportunity for someone with a strong background in the civil construction industry to help a growing organization thrive.

TWINCON ENTERPRISES LTD. in Penticton specializes in civil earthworks, excavation and rock breaking, drilling and blasting, and subdivision development. TwinCon holds itself to the highest standards in both the quality of work produced for its clients and community, and the maintenance of a safe and healthy work environment for employees on all job sites. We are one of the fastest growing companies in the South Okanagan, offering 15 years of experience and an extensive inventory of heavy equipment to match both large and small contracts. We are proud of our professional reputation for high quality work and safety orientation.

As Project Manager, you will report to the Management Team and be responsible for managing multiple projects from bid through to completion and preparing estimates. The projects you will be working on will span public and private work in the civil construction field including, but not limited to underground utility work, mass grading and earthwork, clearing and grubbing, and asphalt paving. The position requires a strong understanding of civil site design and development with previous experience working with water, sewer, and storm drainage infrastructure design projects.

Responsibilities:

- Collaborate with various stakeholders to determine the specifications of each project.
- Act as the key contact on projects with stakeholders, consultants, contractors and staff.
- Prepare, submit, and deliver construction proposals, tenders, and estimates based on required specifications and budget restrictions.
- Arrange material procurement and logistics, price of extras/additional work.
- Manage and monitor project contracts, budgets, quality control, and job costing.
- Lead the development and maintenance of the project schedule and forecast to deliver projects on time and within budget.
- Plan the sequence of work for the creation of effective project schedules.
- Be proactive in the support of clients and anticipate project needs.
- Communicate with Superintendents to ensure projects are completed according to the contract.
- Manage the issuance of purchase orders, contracts, schedules, change orders, and extra work.
- Handle project takeoffs, document project completion progress and complete project closeout.
- Liaise with clients and general contractors.
- Create procedural standards to increase efficiency and effectiveness of the project management process.

Qualifications:

- Project Management experience in the Civil Construction industry with estimating experience and a proven track record of successful outcomes.
- The ideal candidate will have experience in both Project Management and estimating.
- A relevant technical diploma or equivalent experience with a demonstrated ability to manage and deliver projects independently (a degree in Construction Management or Civil Engineering would be considered an asset).
- Possession of a valid Class 5 Driver's License.

Required Skills:

- Proven negotiation skill set with capability to envision win-win strategies.
- Ability to manage multiple projects simultaneously on time and within budget.
- Thorough attention to detail to perform in a high-pressure environment with high accuracy.
- Exceptional interpersonal and communication skills to foster strong relationships with management, employees, site superintendents, as well as clients and general contractors.
- Proficient use of computer applications (experience with any of the following programs would be considered an asset: CAS, Trimble, HeavyBid, Bluebeam, or similar).
- Highly organized self-starter; able to handle and be accountable to multiple priorities.
- Good teamwork and people skills; the ability to make a great impression.
- Understanding of MMCD, and standard specifications with a thorough grasp of drawings and review.
- Comprehensive understanding of reviewing and executing contracts with the ability to price projects.
- Strategic approach to building procedures with the ability to see the bigger picture and work towards organizational goals.



Send your resume to: hr@twincon.ca